

# Specification - LA Local Aid Assessment

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<b>Document Review and Change Summary</b>	
<b>Version/ Review Date</b>	<b>Brief Summary of Changes From Prior Version</b>
Version 2.1 04/21/2005	<ul style="list-style-type: none"><li>• Made DOC_BFY in IET_DOC_HDR required.</li><li>• Made DOC_FY_DC in IET_DOC_HDR required.</li><li>• Made DOC_PER_DC in IET_DOC_HDR required.</li><li>• Made BFY in IET_DOC_HDR required.</li><li>• Made FY_DC in IET_DOC_ACTG required.</li><li>• Made PER_DC in IET_DOC_ACTG required.</li><li>• Stylistic changes (e.g., section numbering)</li></ul>
Version 2.0 06/14/04	<ul style="list-style-type: none"><li>• P 15: VL_ACTU_AM added to the IET_DOC_VEND component.</li><li>• P 23: RF_TYP, RFED_DOC_CD, RFED_DOC_DEPT_CD, RFED_DOC_ID, RFED_VEND_LN_NO and RFED_ACTG_LN_NO are all required fields.</li><li>• P 25: APPR_CD, FUND_CD, SFUND_CD, OBJ_CD, DEPT_CD and UNIT_CD are no longer required fields on the IET_DOC_ACTG component since they are inferred by the GAE reference.</li><li>• P 28: Updated example.</li></ul>
Version 1.0 9/5/03	<ul style="list-style-type: none"><li>• Original</li></ul>
	<ul style="list-style-type: none"><li>• </li></ul>

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# 1. Overview

## 1.1. Document Definitions and Naming Conventions

This component describes/defines the DTD naming conventions applied in this document.

### Transaction Layout Definitions

- Attribute – The name of the data element in the database and the XML tag.
- Caption – The label on the User Interface that defines the data element.
- Description – A textual description of the data element.
- R/C – Required/Conditional. Required specifies that the data element is required by the interface for the transaction to successfully submit. Conditional means that specified conditions must be adhered to by the interface for the transaction to successfully submit. No Value or a Blank value means that the data element is not required.
- Type – The data type of the data element.
  - VarChar – Variable Character text. Alphanumeric data.
  - Byte – Unsigned character.
  - Char – Character. Fixed length alphanumeric text, required to meet the exact specified size.
  - Date – Date Format YYYY-MM-DD
  - Decimal – Numeric value with a specified decimal position (9,3) = 999999999.999
  - Boolean – True/False. True conditions = “true”, False conditions = “false”.
  - Memo – Alphanumeric Text with a maximum of 1500 characters.
  - Currency – Numeric, with two decimal positions. Format 9999.99.
  - Integer – Numeric value, a whole number.
  - Long – Numeric Value, a long whole number.
- Size – The (numeric) size of the data element
- NewMMARS Notes – Notes specific to the NewMMARS data element.
  - CVL – Coded Value List, the value of the data element must come from the CVL table specified in the NewMMARS Notes.

- MMARS Derivation Notes – Notes specific to translating MMARS document layout data to NewMMARS.
  - H.TEXT – Data element from the header or document section of the MMARS document layout.
  - L.TEXT – Data element from the line or detail section of the MMARS document layout.

### **XML Definitions and Conventions**

- Root - The NewMMARS XML file and document root declaration identifies required root elements that must be contained for the XML file or document (transaction) to load into NewMMARS.
  - The NewMMARS XML file must contain a single root element that contains specified attributes, at the file level.
  - Each document (transaction) contained within the XML file must contain a (document) root element which contains specified attributes, at the document level.
- Attributes - Attributes are name-value pairs that occur inside start-tags after the element name.
- Elements - Elements are the most common form of markup. Delimited by angle brackets, most elements identify the nature of the content they surround. Elements normally begins with a start-tag, <element>, and ends with an end-tag, </element>.
- CDATA Tags - In a document, CDATA instructs the parser to ignore (most) markup characters. Between the start of the section, <![CDATA[ and the end of the section, ]]>, all character data is passed directly to the application, without interpretation. Elements, entity references, comments, and processing instructions are all unrecognized and the characters that comprise them are passed “literally” to the application.

## **1.2. Usage**

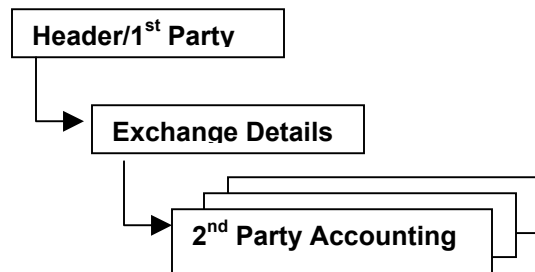
The Commonwealth appropriates funding for cities, towns and regional school districts annually. Appropriations are made to the DOR and the Department of Education (DOE). In addition, excess Lottery Funds are authorized and distributed among cities and towns. All so-called Local Aid distribution calculations are made by the Department of Revenue, Division of Local Services. The DOE and the State Lottery Commission (LOT) allocate appropriated/authorized funds for Local Aid to the DOR. The DOR prepares one payment file for each quarter of the year. The file contains payment documents that will result in electronic transfers/checks to the city/town. The DOR also prepares a file of "offset" transactions to be processed simultaneously. These "offsets" represent that portion of the quarterly Local Aid distribution that is "owed" to another entity.

For example, students residing in one city/town elect to attend schools in another municipality. Local Aid funding is calculated for the town for all students, including students attending schools in other municipalities. At the time of the Local Aid distribution, the amount for the students attending school elsewhere is "offset" from the town of residence by virtue of an LA transaction. As a result, the MMARS accounting reflects two postings against the vendor code for the town of residence. The first is the payment document (PV) and the second is the Local Aid Assessment (LA). Together, they total the amount authorized in the General Appropriations Act to be paid to that city/town. The check/EFT will be only in the value of the payment document. The LA will have credited funds to the School Choice Trust Fund; the DOR will process a

payment voucher to the city/town where those students (have chosen to) attend. A similar activity occurs for the Charter School Program, the secondary recipients in that case are the Charter Schools. Cities/towns are sometimes allowed to borrow funds, with a repayment schedule that includes offsets from their Local Aid distribution. In those cases, the LA will credit a revenue budget and no subsequent payment is processed.

### **1.3. Logical Document Component Structure**

The Local Aid Assessment has the following logical document component structure:



## 2.Publishable Specifications

### 2.1. Transaction Layout:

Components		R/C	Component Description
Document	AMS_DOCUMENT	R	Root element for the document transaction, which contains the following required attributes:
	IET_DOC_HDR	R	The Header component (IET_DOC_HDR) contains information common to all lines, such as date-of-record, budget fiscal year, period, initiator, delivery date and 1st party vendor/customer information.
	IET_DOC_VEND	R	The Exchange Details component (IET_DOC_VEND) contains information such as: Event Type, Line Amount, Second Party Vendor and 1st Party information like Fund, Sub-Fund, Department, Unit and Revenue Source.
	IET_DOC_ACTG	R	The 2nd Party Accounting component (IET_DOC_ACTG) contains information such as: Line (reference to corresponding exchange details line), Line Amount, 2nd Party information like Fund (inferred), Sub-Fund (inferred), Department, Unit, Appropriation, Object, and Dates of Service

R – Required  
C – Conditionally Required  
O – Optional

### 2.2. LA Root Element Attributes: AMS\_DOCUMENT

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_CAT	Document Category	The Document Category is not visible on the LA Document User Interface but is required as a data element for the LA XML Document Interface file. This data element is also included/repeated in the Header, Exchange Details and 2nd Party Accounting components.	R	VarChar	8	The Document Category is a fixed entry for all Local aid assessment documents; the value is "INT".  DOC_CAT = "INT"	

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_TYP	Document Type	<p>The type of document, defined in the Document Type table. Each document code must be assigned a document type.</p> <p>The Document Type is not visible on the LA Document User Interface but is required as a data element for the LA XML Document Interface file. This data element is also included/repeated in the Header, Exchange Details and 2nd Party Accounting components.</p>	R	VarChar	8	<p>The Document Type is a fixed entry for all Receivable documents; the value is "IET".</p> <p>Ex: DOC_TYP = "IET"</p>	
DOC_CD	Document Code	<p>The alpha-numeric identification code assigned to the document on the Document Control table.</p> <p>The Document Code is also included/repeated in the Header, Exchange Details and 2nd Party Accounting components.</p>	R	VarChar	8	<p>The Document Code is a fixed entry for all Receivable documents; the value is "LA".</p> <p>Ex: DOC_CD = "LA"</p>	
DOC_DEPT_CD	Document Department Code	The Document Department Code is the department submitting the LA and is a data element is also included/repeated in the Header, Exchange Details and 2nd Party Accounting components.	R	VarChar	8	<p>The Department is a Chart of Accounts code corresponding to the Department submitting the Local Aid Assessment.</p> <p>Must be a valid department code found on the DEPT table.</p> <p>Ex: DOC_DEPT_CD = "DOR"</p>	
DOC_UNIT_CD	Document Unit Code	The unit code associated with this document.	R	VarChar	8	<p>The Department may be required to submit the Document Unit as specified on the document control.</p> <p>Ex: DOC_UNIT_CD = "null"</p> <p>Must be a valid unit code found on the UNIT table.</p>	

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_ID	Document ID	<p>The Document ID assigned by the Department. Document ID must be unique for original entries. Duplicate document identification numbers are not allowed in the system.</p> <p>This data element is also included/repeated in the Header, Exchange Details and 2nd Party Accounting components.</p>	R	VarChar	20	<p>An Interface Document ID must start with "INTF".</p> <p>The Document ID must be unique.</p> <p>The Document ID must be 20 characters ("INTF" + 16 remaining characters, no blank spaces).</p>	
DOC_VERS_NO	Document Version Number	<p>The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.</p> <p>This data element is also included/repeated in the Header, Exchange Details and 2nd Party Accounting components.</p>	R	Integer		<p>The LA document shall contain version number; original documents are version "1".</p> <p>Ex: DOC_VERS_NO = "1"</p>	
DOC_IMPORT_MODE	Document Import Mode	The Document Import Mode is a fixed entry for all LA documents; the value is "OE" for original documents.	R	VarChar	4	Ex: DOC_IMPORT_MODE = "OE"	

### **2.3. LA (Header and 1<sup>st</sup> Party Information) Document Component: IET\_DOC\_HDR**

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_CAT	Document Category	The Document Category is not visible on the LA Document User Interface but is required as a data element for the LA XML Document Interface file.	R	VarChar	8	Same value as in the Root Element (AMS_DOCUMENT) component.	



Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_TYP	Document Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.  The Document Type is not visible on the LA Document User Interface but is required as a data element for the LA XML Document Interface file.	R	VarChar	8	Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_CD	Document Code	The alpha-numeric identification code assigned to the document on the Document Control table.	R	VarChar	8	Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_DEPT_CD	Document Department Code	The Document Department Code is the department submitting the LA.	R	VarChar	8	Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_UNIT_CD	Document Unit Code	The unit code associated with this document.	R	VarChar	8	Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_ID	Document ID	The Document ID assigned by the Department. Document ID must be unique for original entries. Duplicate document identification numbers are not allowed in the system.	R	VarChar	20	Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_VERS_NO	Document Version Number	The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.	R	Integer		Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_REC_DT_DC	Record Date	The record date manually entered on the document header. If not manually entered, the date becomes the one when the document was submitted successfully.		Date			
DOC_BFY	Budget FY	When on the header of a document, this is the default budget fiscal year that will be pushed to all accounting lines. When on any other level of a document, it is just a means of getting the header value to the accounting lines. This default value will become the accounting line's budget fiscal year where one is not manually entered or defaulted from a reference document.	R	Integer			H.BUDGET FY

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_FY_DC	Fiscal Year	The fiscal year associated with this document.	R	Integer			
DOC_PER_DC	Period	The manually entered accounting period for a document in draft. If not manually entered, the field remains blank until the document is submitted successfully. At this point it was set to the current accounting period. This field will be automatically blanked out by the application on any modification or cancellation draft.	R	Byte			
EXT_DOC_DSCR	Extended Description	A free-form text field that will hold a large volume of information to be associated with a document component. It is larger than the regular description field, but still limited unlike attachments.		Memo			
DOC_DSCR	Document Description	The description associated with the document.		VarChar	60		
DOC_NM	Document Name	Name for the document.		VarChar	60		
DLVR_DT	Delivery Date	The date the delivery is expected.		Date			
ADDL_INFO	Additional Information	Any additional information about this item.		VarChar	60		
VEND_CUST_CD	Vendor/Customer	The unique identifier assigned to the vendor/customer. In NewMMARS, a vendor can also be a customer, allowing you to enter information only one time when a particular contact is both a vendor (payable) and a customer (receivable).	R	VarChar	20	Department Enters valid NewMMARS Vendor/Customer ID.  To remain consistent the processing of the LA in MMARS the Vendor/Customer data element will be the (provider/seller) Department, (example: DOR). The Vendor/Customer is a required data element that must be a valid NewMMARS Vendor AND Customer Code.	This will be the NewMMARS VCUST Code.
LGL_NM	Legal Name	The legally defined name of the company or individual represented by this record. The field is used for reporting if defined as not alias/DBA.		VarChar	60	Inferred.	

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
ALIAS_NM	Alias/DBA	The alternate name, alias or operating name (doing business as) used to identify the account.		VarChar	60	Inferred.	
AD_LN_1	Address Line 1	The first line of the address.		VarChar	75	Inferred.	
AD_LN_2	Address Line 2	The second line of the address.		VarChar	75	Inferred.	
CITY	City	The city name associated with the address.		VarChar	60	Inferred.	
ST	State	The state or province.		VarChar	2	Inferred.	
ZIP	Zip	The zip code associated with the address.		VarChar	10	Inferred.	
CTRY	Country	The unique identification code associated with the country.		VarChar	3	Inferred.	
CNTY	County	The unique identification code associated with the county.		VarChar	20	Inferred.	
CTY_NM	County	The full name associated with the county.		VarChar	75	Inferred.	
VOICE_PH_NO	Phone	The telephone number associated with the contact.		VarChar	30	Inferred.	
VOICE_PH_EXT	Phone Extension	The telephone number extension associated with the contact.		VarChar	6	Inferred.	
FAX_PH_NO	Fax	The fax extension number associated with a contact, be it a vendor, customer, or internal contact.		VarChar	30	Inferred.	
FAX_PH_EXT	Fax Extension	The optional fax extension number associated with the fax number for a contact, be it a vendor, customer, or internal contact.		VarChar	6	Inferred.	
EMAIL_AD	Email Address	The email address associated with the contact.		VarChar	100	Inferred.	
WEB_AD	Web Address http://	The web address for this company/individual.		VarChar	100	Inferred.	

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
INIT_CD	Initiator	Field that tells the nature of the 1st party. Choices are Provider/Seller or Receiver/Buyer. Required field.	R	VarChar	3	The Department must specify the Initiator data element. As mentioned in the VEND_CUST_CD data element the Initiator data element will be the Seller.  Values: • P – Provider/Buyer • S – Seller	
PRIN_CNTAC	Principal Contact	The vendor's procurement contact.		VarChar	60	Inferred.	
CNTAC_ID	Vendor Contact ID	The unique identification number assigned to the contact. The use of different contact ID's will allow a single vendor or customer code to have multiple contacts.		VarChar	20	Inferred.	
AD_ID	Address Code	The Address Code or ID given to a unique address for a vendor or customer. The use of different Address Codes will allow a single vendor or customer code to have multiple addresses.		VarChar	20	Inferred.	

## 2.4. LA (Exchange Details) Document Component: IET\_DOC\_VEND

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_CAT	Document Category	The Document Category is not visible on the LA Document User Interface but is required as a data element for the LA XML Document Interface file. This data element is also included/repeated in the Header, Exchange Details and 2nd Party Accounting components.	R	VarChar	8	Same value as in the Root Element (AMS_DOCUMENT) component.	

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_TYP	Document Type	<p>The type of document, defined in the Document Type table. Each document code must be assigned a document type.</p> <p>The Document Type is not visible on the LA Document User Interface but is required as a data element for the LA XML Document Interface file. This data element is also included/repeated in the Header, Exchange Details and 2nd Party Accounting components.</p>	R	VarChar	8	Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_CD	Document Code	<p>The alpha-numeric identification code assigned to the document on the Document Control table.</p> <p>The Document Code is also included/repeated in the Header, Exchange Details and 2nd Party Accounting components.</p>	R	VarChar	8	Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_DEPT_CD	Document Department Code	The Document Department Code is the department submitting the LA and is a data element is also included/repeated in the Header, Exchange Details and 2nd Party Accounting components.	R	VarChar	8	Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_UNIT_CD	Document Unit Code	The unit code associated with this document.	R	VarChar	8	Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_ID	Document ID	The Document ID assigned by the Department. Document ID must be unique for original entries. Duplicate document identification numbers are not allowed in the system.	R	VarChar	20	Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_VERS_NO	Document Version Number	The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.	R	Integer		Same value as in the Root Element (AMS_DOCUMENT) component.	

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_VEND_LN_NO	Line Number	The vendor line number visible to a user that uniquely identifies each vendor line within a document.	R	Integer		The Department shall specify the Vendor Line Number data element.  Example Value: 1	
VEND_CUST_CD	Vendor Customer	The unique identifier assigned to the vendor/customer. In NewMMARS, a vendor can also be a customer, allowing you to enter information only one time when a particular contact is both a vendor (payable) and a customer (receivable).	R	VarChar	20	The Department must specify the Vendor/Customer Code in this data element.  To remain consistent the processing of the LA document in MMARS the 2 <sup>nd</sup> Party Vendor/Customer Code will be the City/Town (or the buyer). Must be a valid Vendor AND Customer on the VCUST table.	This will be the NewMMARS VCUST Code, <b>not</b> L.VENDOR CODE
LGL_NM	Legal Name	The legally defined name of the company or individual represented by this record. The field is used for reporting if defined as not alias/DBA.		VarChar	60	Inferred.	
ALIAS_NM	Alias/DBA	The alternate name, alias or operating name (doing business as) used to identify the account.		VarChar	60	Inferred.	
AD_LN_1	Address Line 1	The first line of the address.		VarChar	75	Inferred.	
AD_LN_2	Address Line 2	The second line of the address.		VarChar	75	Inferred.	
CITY	City	The city name associated with the address.		VarChar	60	Inferred.	
ST	State	The state or province.		VarChar	2	Inferred.	
ZIP	Zip	The zip code associated with the address.		VarChar	10	Inferred.	
CTRY	Country	The unique identification code associated with the country.		VarChar	3	Inferred.	
CNTY	County	The unique identification code associated with the county.		VarChar	20	Inferred.	
CTY_NM	County	The full name associated with the county.		VarChar	75	Inferred.	
VOICE_PH_NO	Phone	The telephone number associated with the contact.		VarChar	30	Inferred.	

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
VOICE_PH_EXT	Phone Extension	The telephone number extension associated with the contact.		VarChar	6	Inferred.	
FAX_PH_NO	Fax	The fax extension number associated with a contact, be it a vendor, customer, or internal contact.		VarChar	30	Inferred.	
FAX_PH_EXT	Fax Extension	The optional fax extension number associated with the fax number for a contact, be it a vendor, customer, or internal contact.		VarChar	6	Inferred.	
EMAIL_AD	Email Address	The email address associated with the contact.		VarChar	100	Inferred.	
RF_TYP	Ref Type	Defines the type of reference being performed against the specified referenced transaction line. "Final" closes the referenced line, meaning additional references are not allowed. "Partial" and "Memo" do not close the referenced line, allowing additional transactions to reference this line.		Integer			
RFED_DOC_CD	Ref Doc Code	The document code from the referenced document.		VarChar	8		
RFED_DOC_DEPT_CD	Ref Doc Dept	Department code that is part of the complete document identification of a referenced document.		VarChar	4		
RFED_DOC_ID	Ref Doc ID	The document identification code from the referenced document.		VarChar	20		
RFED_VEND_LN_NO	Ref Vendor Line	The vendor line number from the referenced document.		Integer			
RFED_ACTG_LN_NO	Ref Accounting Line	The accounting line number from the referenced document.		Integer			
ACTG_TMPL_ID	Accounting Template	The unique identification code assigned to the accounting template. Accounting templates are used to bring in chart of account element codes for ease of data entry on documents.		VarChar	6		

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
VL_ACTU_AM	Line Amount	Calculated amount for all lines tied to this particular vendor line	R	Currency		The required Line Amount data element in this component represents the calculated total amount for all the 2 <sup>nd</sup> Party Accounting Lines.	
BANK_ACCT_CD	Bank	The unique identification code associated with the bank account. This code is the key to the Bank (BANK) table. A bank account code is used in place of the actual bank account to prevent the posting of actual bank account numbers throughout the system.		VarChar	4		
EVNT_TYP_ID	Event Type	The alpha-numeric identification code assigned to an event type. Each event type ID must be unique within the application. It is required when completing any accounting or budgeting document with the exception of certain journal vouchers. Default event types can be established on the Allowable Event Types for Document Code table for each document code for the most commonly used ones to reduce data entry. Other crosswalk tables aid accounts receivable and payable documents to default the correct event type when a document is referenced based on the one from the referenced document. It also may be a selection criteria on a parameter table, a key to a specific business rule on a control table, or the event type recorded on a historical record.	R	VarChar	4	The Department is required to provide a valid Event Type, refer to the ETYP table/Page Code, for the document.  Value: LA01	



Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
FUND_CD	Fund	The identification code associated with a fund record, which is an essential part of a governmental accounting system. Values may be entered as a chart of account element on a budget or accounting document. The Fund may also be used as a selection criteria on an input parameter. The Fund may be entered to associate rules with a fund that are designated on other tables than the fund table. Lastly, it can be the fund recorded on a historical record.	R	VarChar	4	The Department is required to provide the Fund, which is part of a valid Revenue Budget.  Must be valid Fund Code on FUND table.	H.OFFSET FUND
SFUND_CD	Sub Fund	The identification code associated with the sub-fund.	R	VarChar	4	The Department is required to provide the Sub Fund, which is part of a valid Revenue Budget.  Must be valid Sub Fund Code on SFUND table.	H.OFFSET REPT CAT
OBJ_CD	Object	The identification code associated with an object of expenditure. Object is a fund accounting Chart of Accounts element. These codes can then be used to create expense budgets, track spending activity, trigger business rules, and serve as selection criteria for batch jobs.		VarChar	4	This data element will not be used.	
SOBJ_CD	Sub Object	The identification code associated with the sub-object. Sub-object is a fund accounting Chart of Accounts element.		VarChar	4	This data element will not be used.	
RSRC_CD	Revenue Source	Revenue sources are used to track individual sources of revenue taken in.	R	VarChar	4	The Department is required to provide Revenue Source, which is part of a valid Revenue Budget.  Must be valid Revenue Source on RSRC table.	H. OFFSET REV SOURCE
SRSRC_CD	Sub Revenue Source	The identification code associated with the sub-revenue source.		VarChar	4		H. OFFSET SUB REV

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DEPT_CD	Department	An identification code assigned to an central organizational level element where the decentral structure is set. The department field may be used as an input field on a document, an additional key to another chart of account element, a selection criteria on a parameter table, a key to a specific business rule on a control table, a field to be inferred on a document, or the department value on a historical record.	R	VarChar	4	The Department is required to provide Department Code, which is part of a valid Revenue Budget.  Must be valid Department Code on DEPT table.	H.OFFSET DEPARTMENT
UNIT_CD	Unit	Unit is the lowest organizational level in the main organizational structure. Only sub unit is lower, but it is not necessarily required as unit is. At the unit level, all the organizational elements it reports to are defined so that they are inferred to accounting documents. Unit codes themselves can be values entered on budgeting and accounting documents, keys to business rule tables, and values seen in historical records.	R	VarChar	4	The Department will not be required to provide Unit Code. However, the use of Unit Code by the Department is highly encouraged by the Comptroller Office.  If provided, must be valid Unit Code on UNIT table.	H.OFFSET ORGANIZATION
APPR_CD	Appr	The identification code assigned to a single appropriation unit. An appropriation is a budgeting Chart of Accounts element. The appropriation field may be used as an input field on a document, a selection criteria on a parameter table, a key to a specific business rule on a control table, a field to be inferred on a document, or the appropriation value on a historical record.		VarChar	9		
LOC_CD	Location	The identification code assigned to the location. Location is a programmatic Chart of Accounts element.		VarChar	4		
SLOC_CD	Sub Location	The identification code associated with the sub-location.		VarChar	4		

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
ACTV_CD	Activity	The identification code associated with the activity. An activity is an internal program that you want to define for budgeting and/or reporting purposes. Activities can cut across agency and fund boundaries.		VarChar	4		
SACTV_CD	Sub Activity	The identification code associated with the sub-activity.		VarChar	4		
FUNC_CD	Function	The identification code associated with the function. The function code defines broad operational objectives, such as instruction, support services, and facilities acquisition.		VarChar	10		
SFUNC_CD	Sub Function	The identification code associated with the sub-function.		VarChar	4		
RPT_CD	Reporting	The reporting code element is a programmatic element that can be used in many different ways for measurement and tracking. It is even used as an informal cost accounting entity at times. It can be used on all accounting documents and is stored in journals and optionally in ledgers.		VarChar	10		
SRPT_CD	Sub Reporting	Sub reporting codes are used to further define a specific reporting code.		VarChar	4		
DOBJ_CD	Dept Object	The identification code assigned to the Department object.		VarChar	4		
DRSRC_CD	Dept Revenue	The code assigned to the department revenue source.		VarChar	4		
TASK_CD	Task	The unique identification code assigned to the task.		VarChar	4		
STASK_CD	Sub Task	The sub task is a means of breaking down tasks into smaller components.		VarChar	4		

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
MJR_PROG_CD	Major Program	The unique identification code assigned to the major program. This is the highest level in the cost accounting hierarchy. Many options and controls are set at this level which may or may not be able to be modified at lower levels. The field is often seen as protected on documents, because it is inferred based on the program code. This is enabled because of a mandatory association of every program with a major program on the Program table.		VarChar	6		
PROG_CD	Program	The identification code assigned to the program. Program is a cost accounting Chart of Accounts element. The program field may be used as an input field on a document, a selection criteria on a parameter table, a key to a specific business rule on a control table, a field to be inferred on a document, or the program value on a historical record.		VarChar	10		
PHASE_CD	Phase	The identification code assigned to the phase. Phase is a cost accounting Chart of Accounts element representing a phase of a program.		VarChar	6		
PPC_CD	Program Period	The identification code assigned to the program period.		VarChar	6		
ACTG_LN_DSCR	Accounting Line Description	The description associated with the line.		VarChar	100		
TASK_ORD_CD	Task Order	The unique identification code assigned to the task order.		VarChar	6		
SVC_FRM_DT	Service From Date	The service from date from the Payment Request document.		Date			
SVC_TO_DT	Service To Date	The service to date from the Payment Request document.		Date			
WEB_AD	Web Address http://	The web address for this company/individual.		VarChar	100	Inferred.	

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
PRIN_CNTAC	Principal Contact	The vendor's procurement contact.		VarChar	60	Inferred.	
SUNIT_CD	Sub Unit	Sub Unit is a means of breaking down a unit code into smaller measurements. It is the lowest level of organizational structure and is required or prohibited based on one or more sub unit requirement tables.		VarChar	4		H.OFFSET SUB ORG
AD_ID	Address Code	The Address Code or ID given to a unique address for a vendor or customer. The use of different Address Codes will allow a single vendor or customer code to have multiple addresses.		VarChar	20	Inferred.	
CNTAC_ID	Vendor Contact ID	The unique identification number assigned to the contact. The use of different contact ID's will allow a single vendor or customer code to have multiple contacts.		VarChar	20	Inferred.	

## 2.5. LA (2<sup>nd</sup> Party Accounting) Document Component: IET\_DOC\_ACTG

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_CAT	Document Category	The Document Category is not visible on the LA Document User Interface but is required as a data element for the LA XML Document Interface file. This data element is also included/repeated in the Header, Exchange Details and 2nd Party Accounting components.	R	VarChar	8	Same value as in the Root Element (AMS_DOCUMENT) component.	

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_TYP	Document Type	<p>The type of document, defined in the Document Type table. Each document code must be assigned a document type.</p> <p>The Document Type is not visible on the LA Document User Interface but is required as a data element for the LA XML Document Interface file. This data element is also included/repeated in the Header, Exchange Details and 2nd Party Accounting components.</p>	R	VarChar		Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_CD	Document Code	<p>The alpha-numeric identification code assigned to the document on the Document Control table.</p> <p>The Document Code is also included/repeated in the Header, Exchange Details and 2nd Party Accounting components.</p>	R	VarChar		Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_DEPT_CD	Document Department Code	The Document Department Code is the department submitting the LA and is a data element is also included/repeated in the Header, Exchange Details and 2nd Party Accounting components.	R	VarChar		Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_UNIT_CD	Document Unit Code	The unit code associated with this document.	R	VarChar		Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_ID	Document ID	The Document ID assigned by the Department. Document ID must be unique for original entries. Duplicate document identification numbers are not allowed in the system.	R	VarChar		Same value as in the Root Element (AMS_DOCUMENT) component.	
DOC_VERS_NO	Document Version Number	The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.	R	VarChar		Same value as in the Root Element (AMS_DOCUMENT) component.	

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_VEND_LN_NO	Document Vendor Line Number	The vendor line number visible to a user that uniquely identifies each vendor line within a document.	R	Integer		The Department shall provide the Vendor Line Number corresponding to the appropriate Vendor (DOC_VEND_LN_NO) in the Exchange Details component.  Example: DOC_VEND_LN_NO = "1"	
DOC_ACTG_LN_NO	Line Number	The accounting line number visible to a user that uniquely identifies each accounting line within a document.	R	Integer		The accounting line number identified within the DOC_VEND_LN_NO where the Line numbering begins at 1 and is incremental for additional lines.	
BFY	Budget FY	The budget fiscal year with which this calendar date is associated. Must be valid on the Fiscal Year page.	R	Integer			
FY_DC	Fiscal Year	The fiscal year on an accounting document that defaults to the current year or is manually entered by a user, which is used to look up options, validate codes, and ultimately records accounting entries. This date is automatically cleared by the system when a modification or cancellation is done.	R	Integer			
PER_DC	Period	The accounting period manually entered or loaded offline on a document's accounting line. The field is also populated when an accounting period is entered or loaded offline to the header that defaults to all accounting lines. If not manually or offline loaded, the field is set to the current period when the document reaches the final state. This period value is what is written to all journals and ledgers. This field is reset to blanks when a cancellation or modification is done.	R	Byte			
ACTG_LN_DSCR	Line Description	The description associated with the line.		VarChar	100		L.LINE DESCRIPTION

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
EVNT_TYP_ID	Event Type	The alpha-numeric identification code assigned to an event type. Each event type ID must be unique within the application. It is required when completing any accounting or budgeting document with the exception of certain journal vouchers. Default event types can be established on the Allowable Event Types for Document Code table for each document code for the most commonly used ones to reduce data entry. Other crosswalk tables aid accounts receivable and payable documents to default the correct event type when a document is referenced based on the one from the referenced document. It also may be a selection criteria on a parameter table, a key to a specific business rule on a control table, or the event type recorded on a historical record.	R	VarChar	4	Inferred from 1 <sup>st</sup> Party - Exchange Details component.	
ACTG_TMPL_ID	Accounting Template	The unique identification code assigned to the accounting template. Accounting templates are used to bring in chart of account element codes for ease of data entry on documents.		VarChar	6		
LN_AM	Line Amount	The amount of an individual record of a document component, be it the header, vendor line, commodity line, accounting line, budget line, or allotment. The amount could also be the amount recorded to a table that tracks document updates such as the Statement Detail table or a journal.	R	Currency		The Department shall provide the Accounting Line, Line Amount for the offset in currency format.	L.LINE AMOUNT
RF_TYP	Reference Type	Defines the type of reference being performed against the specified referenced transaction line. "Final" closes the referenced line, meaning additional references are not allowed. "Partial" and "Memo" do not close the referenced line, allowing additional transactions to reference this line.	R	Integer		The Department is required to submit a Reference Type.  Values: 1 – Partial 2 – Final	



Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
RFED_DOC_CD	Ref Doc Code	The document code from the referenced document.	R	VarChar	8	The Department is required to submit the Document Code for the Referenced Document, Value: <ul style="list-style-type: none"> <li>GAE</li> </ul>	
RFED_DOC_DEPT_CD	Ref Doc Dept	Department code that is part of the complete document identification of a referenced document.	R	VarChar	4	The Department is required to submit the Document Department for the Referenced Document. Examples: <ul style="list-style-type: none"> <li>DOR</li> <li>DOE</li> </ul>	
RFED_DOC_ID	Ref Doc ID	The document identification code from the referenced document.	R	VarChar	20	The Department is required to submit a valid Document ID for the Referenced Document. Example: <ul style="list-style-type: none"> <li>ONLN_2005_0000000001</li> </ul>	
RFED_VEND_LN_NO	Ref Vendor Line	The vendor line number from the referenced document.	R	Integer		The Department is required to submit the Vendor Line Number for the Referenced Document.	
RFED_ACTG_LN_NO	Ref Accounting Line	The accounting line number from the referenced document.	R	Integer		The Department is required to submit the Accounting Line Number for the Referenced Document	
FUND_CD	Fund	The identification code associated with a fund record, which is an essential part of a governmental accounting system. Values may be entered as a chart of account element on a budget or accounting document. The Fund may also be used as a selection criteria on an input parameter. The Fund may be entered to associate rules with a fund that are designated on other tables than the fund table. Lastly, it can be the fund recorded on a historical record.		VarChar	4	FUND_CD data element is inferred from the referenced document	
SFUND_CD	Sub Fund	The identification code associated with the sub-fund.		VarChar	4	The SFUND_CD data element is inferred from the referenced document	

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
OBJ_CD	Object	The identification code associated with an object of expenditure. Object is a fund accounting Chart of Accounts element. These codes can then be used to create expense budgets, track spending activity, trigger business rules, and serve as selection criteria for batch jobs.		VarChar	4	OBJ_CD data element is inferred from the referenced document.  Must be valid Object Code on the OBJ table.	L.OBJECT
SOBJ_CD	Sub Object	The identification code associated with the sub-object. Sub-object is a fund accounting Chart of Accounts element.		VarChar	4		L.SUB OBJECT
RSRC_CD	Revenue Source	Revenue sources are used to track individual sources of revenue taken in.		VarChar	4	This data element will not be used.	
SRSRC_CD	Sub Revenue Source	The identification code associated with the sub-revenue source.		VarChar	4	This data element will not be used.	
DEPT_CD	Department	An identification code assigned to a central organizational level element where the de-central structure is set. The department field may be used as an input field on a document, an additional key to another chart of account element, a selection criteria on a parameter table, a key to a specific business rule on a control table, a field to be inferred on a document, or the department value on a historical record.		VarChar	4	DEPT_CD data element is inferred from the referenced document  Must be valid Department Code on the DEPT table.	L.DEPARTMENT
UNIT_CD	Unit	Unit is the lowest organizational level in the main organizational structure. Only sub unit is lower, but it is not necessarily required as unit is. At the unit level, all the organizational elements it reports to are defined so that they are inferred to accounting documents. Unit codes themselves can be values entered on budgeting and accounting documents, keys to business rule tables, and values seen in historical records.		VarChar	4	UNIT_CD data element is inferred from the referenced document  Must be valid Unit Code on the UNIT table.	L.XORGANIZATION

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
SUNIT_CD	Sub Unit	Sub Unit is a means of breaking down a unit code into smaller measurements. It is the lowest level of organizational structure and is required or prohibited based on one or more sub unit requirement tables.		VarChar	4		L.SUB-ORG
APPR_CD	Appr	The identification code assigned to a single appropriation unit. An appropriation is a budgeting Chart of Accounts element. The appropriation field may be used as an input field on a document, a selection criteria on a parameter table, a key to a specific business rule on a control table, a field to be inferred on a document, or the appropriation value on a historical record.		VarChar	9	The APPR_CD data element is inferred from the referenced document  Must be valid Appropriation on the APPR table.	L.APPR CODE
LOC_CD	Location	The identification code assigned to the location. Location is a programmatic Chart of Accounts element.		VarChar	4		
ACTV_CD	Activity	The identification code associated with the activity. An activity is an internal program that you want to define for budgeting and/or reporting purposes. Activities can cut across agency and fund boundaries.		VarChar	4		
SACTV_CD	Sub Activity	The identification code associated with the sub-activity.		VarChar	4		
FUNC_CD	Function	The identification code associated with the function. The function code defines broad operational objectives, such as instruction, support services, and facilities acquisition.		VarChar	10		
SFUNC_CD	Sub Function	The identification code associated with the sub-function.		VarChar	4		

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
RPT_CD	Reporting	The reporting code element is a programmatic element that can be used in many different ways for measurement and tracking. It is even used as an informal cost accounting entity at times. It can be used on all accounting documents and is stored in journals and optionally in ledgers.		VarChar	10		
SRPT_CD	Sub Reporting	Sub reporting codes are used to further define a specific reporting code.		VarChar	4		
DOBJ_CD	Dept Object	The identification code assigned to the Department object.		VarChar	4		
DRSRC_CD	Dept Revenue	The code assigned to the department revenue source.		VarChar	4		
TASK_CD	Task	The unique identification code assigned to the task.		VarChar	4		
STASK_CD	Sub Task	The sub task is a means of breaking down tasks into smaller components.		VarChar	4		
TASK_ORD_CD	Task Order	The unique identification code assigned to the task order.		VarChar	6		
MJR_PROG_CD	Major Program	The unique identification code assigned to the major program. This is the highest level in the cost accounting hierarchy. Many options and controls are set at this level which may or may not be able to be modified at lower levels. The field is often seen as protected on documents, because it is inferred based on the program code. This is enabled because of a mandatory association of every program with a major program on the Program table.		VarChar	6		

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
PROG_CD	Program	The identification code assigned to the program. Program is a cost accounting Chart of Accounts element. The program field may be used as an input field on a document, a selection criteria on a parameter table, a key to a specific business rule on a control table, a field to be inferred on a document, or the program value on a historical record.		VarChar	10		
PHASE_CD	Phase	The identification code assigned to the phase. Phase is a cost accounting Chart of Accounts element representing a phase of a program.		VarChar	6		
PPC_CD	Program Period	The identification code assigned to the program period.		VarChar	6		
SVC_FRM_DT	Service From Date	The service from date from the Payment Request document.		Date			
SVC_TO_DT	Service To Date	The service to date from the Payment Request document.		Date			
BANK_ACCT_CD	Bank	The unique identification code associated with the bank account. This code is the key to the Bank (BANK) table. A bank account code is used in place of the actual bank account to prevent the posting of actual bank account numbers throughout the system.		VarChar	4		

## 3.Examples

### **3.1. Example 1 –Local Aid Assessment Document**

The Department submits a XML file that contains a Local Aid Document.

1. The Document is OE for original entry, so the version number is = 1.
2. The Document ID is INTFDORLA00000000001.
3. The Header Component contains:
  - a. The 1<sup>st</sup> Party Vendor/Customer Code is VC0000000001, which represents the seller/provider.
  - b. The Initiator is set to P for Provider/Seller.
4. The Exchange Details Component contains:
  - a. Event Type of LA01
  - b. 2<sup>nd</sup> Party Vendor/Customer is VC2000000002
  - c. The 1<sup>st</sup> Party Fund Accounting Fund is 0010
  - d. The 1<sup>st</sup> Party Fund Accounting Sub Fund is 0000
  - e. The 1<sup>st</sup> Party Fund Accounting Department is DOR
  - f. The 1<sup>st</sup> Party Fund Accounting Unit is 1000
  - g. The 1<sup>st</sup> Party Fund Accounting Revenue Source is 6900
5. The 2<sup>nd</sup> Party Accounting Component contains:
  - a. Line Amount = \$250,000.
  - b. The Reference information is GAE DOR ONLN\_2005\_0000000001, Vendor Line 1 and Accounting Line 1.
6. The 2<sup>nd</sup> Party Accounting Component does **NOT** contain:
  - a. Event Type, which is **inferred and not included in the XML**.
  - b. The 2<sup>nd</sup> Party Fund Accounting Fund, Sub Fund, Appropriation, Department and Unit, which are **inferred and not included in the XML**.

**The XML for this example:**

```
<AMS_DOC_XML_IMPORT_FILE VERSION="1.0"  
  IMPORT_DATE="2003-08-23">
```

```
  DOC_CAT="INT"  
  DOC_TYP="IET"  
  DOC_CD="LA"  
  DOC_DEPT_CD="DOR"  
  DOC_UNIT_CD="null"  
  DOC_ID="INTFDORLA00000000001"  
  DOC_VERS_NO="1"  
  DOC_IMPORT_MODE="OE">
```

```
<IET_DOC_HDR AMSDataObject="Y">
```

```
  <DOC_CAT Attribute="Y"><![CDATA[INT]]></DOC_CAT>  
  <DOC_TYP Attribute="Y"><![CDATA[IET]]></DOC_TYP>  
  <DOC_CD Attribute="Y"><![CDATA[LA]]></DOC_CD>  
  <DOC_DEPT_CD Attribute="Y"><![CDATA[DOR]]></DOC_DEPT_CD>  
  <DOC_ID Attribute="Y"><![CDATA[INTFDORLA00000000001]]></DOC_ID>  
  <DOC_UNIT_CD Attribute="Y"><![CDATA[null]]></DOC_UNIT_CD>  
  <DOC_VERS_NO Attribute="Y"><![CDATA[1]]></DOC_VERS_NO>  
  <VEND_CUST_CD Attribute="Y"><![CDATA[VC0000000001]]></VEND_CUST_CD>  
  <INIT_CD Attribute="Y"><![CDATA[P]]></INIT_CD>
```

```
</IET_DOC_HDR>
```

```
<IET_DOC_VEND AMSDataObject="Y">
```

```
  <DOC_CAT Attribute="Y"><![CDATA[INT]]></DOC_CAT>  
  <DOC_TYP Attribute="Y"><![CDATA[IET]]></DOC_TYP>  
  <DOC_CD Attribute="Y"><![CDATA[LA]]></DOC_CD>  
  <DOC_DEPT_CD Attribute="Y"><![CDATA[DOR]]></DOC_DEPT_CD>  
  <DOC_ID Attribute="Y"><![CDATA[INTFDORLA00000000001]]></DOC_ID>  
  <DOC_UNIT_CD Attribute="Y"><![CDATA[null]]></DOC_UNIT_CD>  
  <DOC_VERS_NO Attribute="Y"><![CDATA[1]]></DOC_VERS_NO>  
  <DOC_VEND_LN_NO Attribute="Y"><![CDATA[1]]></DOC_VEND_LN_NO>  
  <VEND_CUST_CD Attribute="Y"><![CDATA[VC2000000002]]></VEND_CUST_CD>  
  <EVNT_TYP_ID Attribute="Y"><![CDATA[LA01]]></EVNT_TYP_ID>  
  <FUND_CD Attribute="Y"><![CDATA[0010]]></FUND_CD>  
  <SFUND_CD Attribute="Y"><![CDATA[0000]]></SFUND_CD>  
  <RSRC_CD Attribute="Y"><![CDATA[6900]]></RSRC_CD>  
  <DEPT_CD Attribute="Y"><![CDATA[DOE]]></DEPT_CD>
```

```

    <UNIT_CD Attribute="Y"><![CDATA[1000]]></UNIT_CD>
</ IET_DOC_VEND>

< IET_DOC_ACTG AMSDataObject="Y">
  <DOC_CAT Attribute="Y"><![CDATA[INT]]></DOC_CAT>
  <DOC_TYP Attribute="Y"><![CDATA[IET]]></DOC_TYP>
  <DOC_CD Attribute="Y"><![CDATA[LA]]></DOC_CD>
  <DOC_DEPT_CD Attribute="Y"><![CDATA[DOR]]></DOC_DEPT_CD>
  <DOC_ID Attribute="Y"><![CDATA[INTFDORLA000000000001]]></DOC_ID>
  <DOC_UNIT_CD Attribute="Y"><![CDATA[null]]></DOC_UNIT_CD>
  <DOC_VERS_NO Attribute="Y"><![CDATA[1]]></DOC_VERS_NO>
  <DOC_ACTG_LN_NO Attribute="Y"><![CDATA[1]]></DOC_ACTG_LN_NO>
  <DOC_VEND_LN_NO Attribute="Y"><![CDATA[1]]></DOC_VEND_LN_NO>
  <LN_AM Attribute="Y"><![CDATA[250000.00]]></LN_AM>
  <RF_TYP Attribute="Y"> <![CDATA[1]]></RF_TYP>
  <RFED_DOC Attribute="Y"> <![CDATA[GAE]]></ RFED_DOC>
  <RFED_DOC_DEPT_CD Attribute="Y"> <![CDATA[DOR]]></RFED_DOC_DEPT_CD>
  <RFED_DOC_ID Attribute="Y"> <![CDATA[ONLN_2005_000000000001]]></RFED_DOC_ID>
  <RFED_VEND_LN_NO Attribute="Y"> <![CDATA[1]]></RFED_VEND_LN_NO>
  <RFED_ACTG_LN_NO Attribute="Y"> <![CDATA[1]]></RFED_ACTG_LN_NO>
</IET_DOC_ACTG>

</AMS_DOCUMENT>

</AMS_DOC_XML_IMPORT_FILE>

```